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21 April 1954

4/21/54
file

MEMORANDUM TO: Comptroller

SUBJECT : Outstanding Advances [REDACTED]

25X1A
to

1. I am returning the attached file which requests approval for write-off of the outstanding balance of advances to Project [REDACTED] Additional information is required in order to complete the record and obtain the approval of the Acting Deputy Director (Administration) to write-off the balance. ILLEGIB

25X1A

2. You will note that Mr. Houston pencilled his comments on the attached memorandum from me recommending his approval. Specifically, Mr. Houston desires that the Administrative Officer, NEA Division, supplement the Chief, NEA Division's statement with a memorandum stating the purpose (s) for which the funds were advanced and that all information available indicates the funds were spent for that purpose and that the amount seems reasonable.

25X1A
[REDACTED]Special Assistant to the
Deputy Director (Administration)

SA/DDA:WEB:hh (21 Apr 54)

Orig. - Addressee

✓ 1 - DD/A chrono

1 - DD/A subject : *Greg-misc*

Attached: ER-5-3692

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ORIGINAL DOCUMENT MISSING PAGE(S):

missing attachment